

**MIDDLE GEORGIA WORKFORCE DEVELOPMENT BOARD  
YOUTH COMMITTEE MEETING  
OCTOBER 18, 2018**

**MINUTES**

A meeting of the Middle Georgia Workforce Development Board Youth Committee was held at Noon, on October 18, 2018, at the Middle Georgia Consortium, Inc., located at 124 Osigian Blvd., Suite A, in Warner Robins, Georgia. The following were in attendance:

**Members Present:**

Tishua Green  
Clifford Holmes  
Mary Ann vanHartesveldt

**MGCI Staff Present:**

Terrell Mitchell  
Terry Robertson  
Darrell Stillings  
Teresa Ragan  
Robin Kiefer  
Desmond Littlejohn

**Guest Present:**

Teresa Tripp – In-the-Door, LLC  
Robert Gordon – In-the-Door, LLC  
Melodi Robinson – Central Georgia Technical College  
David Bill – Youth Challenge Program

**WELCOME AND INTRODUCTIONS** – Chairman Clifford Holmes chaired the meeting and at 12:10PM he called the meeting to order and welcomed everyone. Introductions were made around the room. There was not a quorum present.

**MINUTES**

**1. Approval of Minutes from the August 16, 2018, Youth Committee Meeting**

Since there was not a quorum present, this item was tabled until next meeting.

**OLD BUSINESS**

There was none.

**NEW BUSINESS**

- 1. Introduce New Youth Career Facilitators** – Terry Robertson, Youth Services Specialist, introduced Robin Kiefer and Desmond Littlejohn as the new youth career facilitators. He reported that great strides have been made the past two months and he assured the committee members that the new career facilitators are catching on fast.
- 2. Approval of the Updates to Regional Plan** – Darrell Stillings provided copies of and discussed the updated Regional Plan. He also included a summary of the changes made to it. He

explained that the Regional Plan was originally submitted two years ago and the State requires it to be updated every two years.

Since approval was needed for submission to the State prior to the next meeting scheduled, a motion was made by Mary Ann vanHartesveldt and seconded by Tishua Green to approve the updated Regional Plan as presented. Since there was not a quorum present the approval of the updates to the Regional Plan will be ratified at the next meeting. There were no opposing votes and the motion carried by voice vote.

**3. Contractor Updates –**

- CGTC Youth Contract – Terry Robertson reported that there are nine enrolled and ten are in the process of being reviewed. Fifteen prior participants are in the process of being recaptured.
- In-the-Door Youth Contract – Terry Robertson reported that 28 participants were transferred from Paxen Learning Services. Robert Gordon, In-the-Door, LLC, reported that they have secured a facility at 601 Russel Parkway, Suite C, Warner Robins, Georgia. He pointed out that The Department of Juvenile Justice is located in suite A and they are attending a meeting on Wednesday to provide information on the program.

**4. Plans to Coordinate with the Youth Challenge Program** – Terry Robertson, Youth Services Specialist, reported that efforts are still underway to partner with the Youth Challenge Program. He introduced David Bill, of the Youth Challenge Program, who added that the last class started with 162 participants and 102 graduated from that class and recruitment will start in November for the next class.

**5. Youth Expenditure Report** – Terry Robertson, Youth Service Specialist, provided copies of and discussed the youth expenditure reports for PY 17 grants, which showed expenditures through September 30, 2018 as follows:

<b>Program Year</b>	<b>Amount of Available Funds (Less Any Transfers) for Report Period</b>	<b>Total Expenditures</b>	<b>Balance</b>	<b>Grant Ending Date</b>
2017	\$ 810,733.00	\$ 284,725.20	\$ 526,007.80	6/30/2019
<b>Total</b>	<b>\$ 810,733.00</b>	<b>\$ 284,725.20</b>	<b>\$ 526,007.80</b>	

All expenditure requirements for this grant are being met.

- 6. Youth Enrollment Report** - Terrell Mitchell, MGCI MIS Coordinator, provided copies of and discussed the status of the youth enrollments report through October 16, 2018, which showed that a total of 67 participants are being served. Sixty participants are active and seven are in job search.
- 7. Youth Performance Report** – Terrell Mitchell, MIS Coordinator, provided copies of and discussed the PY 2017 4<sup>th</sup> Quarter Youth Performance Report. She pointed out that even though all measures were not met our overall performance was 93.9% therefore we met the performance goals.

## **MATTERS FROM THE FLOOR**

There were none.

## **NEXT SCHEDULED MEETING**

1. *Next Meeting* –The next meeting is scheduled for December 6, 2018, at Noon, at the Middle Georgia Consortium office.

## **ADJOURNMENT**

There was no further business and the meeting was adjourned at 12:45PM.